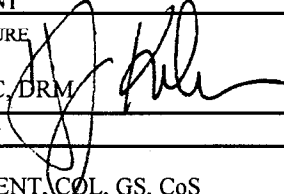
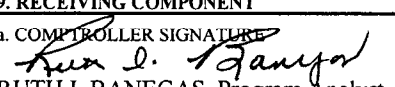
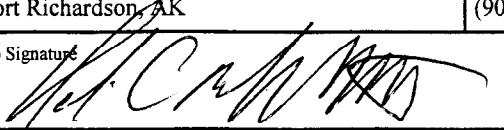
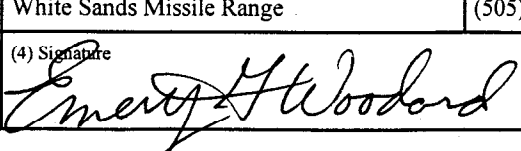


SUPPORT AGREEMENT

1. AGREEMENT NUMBER <small>(Provided by Supplier)</small> WC1SH3-00174-131	2. SUPERSEDED AGREEMENT NO. <small>(If this replaces another agreement)</small> WC1SH3-92181-131	3. EFFECTIVE DATE (YYMMDD)	4. EXPIRATION DATE <small>(May be "indefinite")</small> Indefinite
5. SUPPLYING ACTIVITY		6. RECEIVING ACTIVITY	
1. NAME AND ADDRESS J.S. Army Alaska 4TTN: APVR-RDL-AD 777 Davis Highway Fort Richardson, Alaska 99505-7000		a. NAME AND ADDRESS Director USA TMDE Support Region 3 ATTN: AMSAM-TMD-C White Sands Missile Range, NM 88002-5528	
1. MAJOR COMMAND JSARPAC-W80N69		b. MAJOR COMMAND AMC/AMCOM	
7. SUPPORT PROVIDED BY SUPPLIER			
a. SUPPORT (Specify what, when, where, and how much) Calculated reimbursable estimates at time of this writing: 1. Telephone System Management 2. Refuse Collection and Disposal 3. Utilities		b. BASIS FOR REIMBURSEMENT	c. ESTIMATED REIMBURSEMENT \$ 50.00 \$ 2,933.00 \$ 9,516.00
ADDITIONAL SUPPORT REQUIREMENTS ATTACHED: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
8. SUPPLYING COMPONENT		9. RECEIVING COMPONENT	
a. COMPTROLLER SIGNATURE  KEVIN J. KEHOE, LTC, DRM	b. DATE SIGNED 31 May 00	a. COMPTROLLER SIGNATURE  RUTH I. BANEAS, Program Analyst	b. DATE SIGNED 5 Jun 00
c. APPROVING AUTHORITY 1) Typed Name ELVIN C. MARSHMENT, COL, GS, CoS		c. APPROVING AUTHORITY 1) Typed Name EMERY G. WOODARD, Director	
2) Organization J.S. Army Alaska Fort Richardson, AK	(3) Telephone Number (907) 384-2180	(2) Organization USA TMDE Support Region 3 White Sands Missile Range	(3) Telephone Number (505) 678-7358
4) Signature 	(5) Date Signed 22 JUNE 00	(4) Signature 	(5) Date Signed 6 June 2000
10. TERMINATION (Complete only when agreement is terminated prior to scheduled expiration date.)			
a. APPROVING AUTHORITY SIGNATURE	b. DATE SIGNED	c. APPROVING AUTHORITY SIGNATURE	d. DATE SIGNED

- 11. GENERAL PROVISIONS** (Complete blank spaces and add **additional general** provisions as appropriate: e.g., exceptions to printed provisions, additional parties to this agreement, billing and reimbursement instructions.)
- a. The receiving components **will** provide the supplying component projections of requested support (Significant changes in the **receiving** component's **support** requirements should be submitted to the supplying component in a manner that will permit timely modification of resource requirements.)
 - b. It is **the** responsibility of the supplying component to bring any required or requested change in support to the attention of
ULS Army Alaska ATTN: APVR-RDL-AD Fort Richardson, AK 99505 prior to changing or **cancelling** support.
 - c. The component providing reimbursable support in this agreement will submit statements of costs to:
DEAS, St. Louis Operating Location, 4300 Goodfellow Blvd, Bldg 110, ATTN: DEAS-SL-E, St. Louis, MO 63120-1718
 - d. **All** rates expressing the unit cost of services provided in **this** agreement are based on current rates which may be subject to change for uncontrollable reasons, such as legislation, **DoD** directives, and commercial utility rate increases. The receiver will be notified immediately of such rate changes that must be passed through to the support receivers.
 - e. **This** agreement may be cancelled at any time by **mutual** consent of the parties concerned. This agreement may also be **canceled** by either party upon giving at least 180 days written notice to the other party.
 - f. In case of mobilization or other emergency, **this** agreement will remain in force only within supplier's capabilities.

ADDITIONAL GENERAL PROVISIONS ATTACHED: ☒ YES ☐ NO

- 12. SPECIFIC PROVISIONS** (As appropriate: e.g., location and size of occupied facilities, unique supplier and receiver responsibilities, conditions, requirements, quality standards, and criteria for measurement/reimbursement of unique requirements.)

ATTACHMENTS TO ISA 131	DESCRIPTION	PAGE NO#
Attachment I	Support Category, Program Director, and POC Matrix	3
Attachment II	Standard Provisions	5
Attachment III	Distribution List	7
Attachment IV	Financial Provisions	8
Attachment V	Specific Provisions	10
Attachment VI	Cost Calculations	51
Attachment VII	Environmental Institutional Control	53

ADDITIONAL SPECIFIC PROVISIONS ATTACHED: ☒ YES ☐ NO

PD	Responsible Activity & Support Category	SBC No	Basis of Reimbursement	Non-reimb Cost	Reimbursable Cost	POC	Phone No	ISA Page No
G2/G3	Director of Plans, Training, Security and Mobilization (DPTSM)							
	Security Services (Personnel, Information Systems and Information)	a18 a21	Non-reimbursable			Personnel Sec Systems Sec Information Sec	384-2191 384-2271 384-1690	10
G4	Director of Logistics (DOL)							
	Storage and Warehousing	a26	Overtime labor cost and sq. ft of utilized space			Warehouse	384-2801 353-7185	11
	Supply Management	a26	Civilian overtime labor			CIPB	384-7170	11
	Transportation Services: a. Freight b. Passenger c. Personal Property Shipment	a28	Civilian overtime labor			Chief In/Outbound Personnel Travel Transportation	384-1805 384-1808 384-1810 384-1814	12
G5	Public Affairs Office (PAO)							
	Community Relations News Media Facilitation Information Strategies	a84 a85 a86	Non-reimbursable			Public Affairs Office	384-1542	13
G6	DOIM/59th Signal Battalion							
	Automated Data Processing Services	a18 a19 a20	Actual cost for output, run time, and disk space utilized			59 th Signal	384-0146	14
	Document Management	a17	Non-reimbursable			59 th Signal	384-0146	16
	Mail Service	a17	Non-reimbursable			Mail and Distribution	384-0307 353-6898	16
	Message and Data Processing	a15	Actual cost for user unique requirements			TCC	384-2231	17
	Telephone System Management	a15	Long distance and incremental charges		\$50.00	Telephone Maintenance	384-0173	17
DPW	Directorate of Public Works (DPW)							
	Common Use Facility Construction, Operations, Maintenance and Repair	a40 a41	Non-reimbursable			Customer Service Operations	384-3177 353-7192	18
	Custodial Services	a57	sq. Ft. of assigned building or space			Contracting Representative	384-1824 353-6243	19
	Entomology Services; Indoor and Outdoor Pest Control	a58 a59	Reimbursable above base level support			Entomology Operations	384-2990 353-6296	20
	Environmental Cleanup	a65	Actual cost per incident			Environmental	384-3003 353-6249	21
	Environmental Compliance	a66	Actual cost of cleanup and training tuition cost			Environmental	384-3003 353-6249	23
	Facility Construction and Major Repair	a62	Actual cost of project			Project Management	384-3008 353-6243	25
	Facility Maintenance and Minor Repair	a31 to a39	Actual cost of project			Operations	384-0098 353-6296	27
	Fire Protection a. Routine b. Special requirements c. Maintenance of Fire Extinguishers (discharged for other than to put out fires)	a68	a. Non-reimbursable b. Actual cost c. Actual cost when discharged for other than fire suppression			Fire Chief	384-0774 353-6485 873-4625	30

PD	Responsible Activity & Support Category	SBC No	Basis of Reimbursement	Non-reimb Cost	Reimbursable Cost	POC	Phone No	ISA Page No
DPW Directorate of Public Works (cont)								
	Refuse Collection and Disposal	a60	Cubic yards at prevailing contract rate		\$2,933.00	Road/Ground Operations	384-1717 353-6296	32
	Utilities: a. Steam b. Water c. Sewage d. Electric e. Other (such as gas)	a44 a45 a46 a47 a48	Metered or Sq. Ft., Calculated at the "A" rate		\$9,516.00	Operations Utility Engineer	384-1717 384-3519 353-7422	33
Other Units/Program Directors								
716th EOD	Explosive Ordnance Disposal		IAW AR 75-15/AFJI 32-3002			MP Desk 716 th EOD	384-0823 384-7603	34
267th FSB	Finance Support Services		Non-reimbursable			Operations	384-2038 353-1301	35
DRM	Civilian Payroll Processing		Non-reimbursable			Civilian Pay	384-2197	36
PM	Police Services a. Law Enforcement Services b. Physical Security c. Vehicle/Weapons Registration	a77 a78	a. Non-reimbursable b. Special requirements c. Special requirements			Law Enforcement	384-0825 353-7886	37
Chap	Chapel and Chaplain Services	a82	Non-reimbursable			Installation Chaplain	384-2124 353-6271	38
CPAC	Civilian Personnel Advisory Services: (Appropriated and Non-appropriated Fund Personnel, Personnel Training Services)	a03	Tuition cost for training			Personnel Director	384-1361 353-7201	39
DCA	Community Services	a10	Non-reimbursable			DCA Director	384-1502	40
	Child and Youth Services	a11	Individual user fees			Child and Youth Services	384-2031	41
	Education Services	a14	Tuition cost and/or user fees			Education Officer	384-0970	42
	Morale, Welfare and Recreation Activities	a13	Individual user fees			CRD	384-1313 353-4877	43
	Substance Abuse Program	a09	Non-reimbursable			ADAPCP	384-1417 353-1377	44
	Technical and Legal Libraries	a14	Special purchases			Librarian	384-0301 353-7297	45
	Transient Lodging Services	a51	Individual user fees			Billeting	384-0436 353-7726	46
DOC	Purchasing and Contracting Services	a75	Identifiable workload and administrative costs			Procurement Analyst	384-7358	47
E E O	Equal Employment Opportunity (EEO) Services	a92	Complaint processing IAW regulations			EEO Office	384-2080 353-9063	48
Safety	Safety and Occupational Health	a95	Off-post inspections based on sq. ft.			Director	384-2329 353-7412	49
SJA	Administrative and Civil Law	a79	Non-reimbursable			SJA	384-0420 353-6534	50
ISA Total					\$12,499.00			

Standard Provisions

1. The purpose of this Interservice Support Agreement (ISA) is to establish guidelines and procedures for providing administrative and logistical support to the U.S. Army Test, Measurement and Diagnostic Equipment Support Region 3, hereafter referred to as the Receiver, by U.S. Army Alaska (USARAK), hereafter referred to as the Supplier. Support addressed in this agreement is provided by USARAK command elements at Fort Wainwright, Alaska (FWA) in coordination with, and subsequent to, the approval of the Receiver.

2. This agreement is authorized and written in accordance with (IAW) DoDI 4000.19, AR 5-9, AR 37-60, Defense Finance and Accounting Service-Indianapolis Regulation 37-1 and USCINCPACINST 4000.2N. Any USARPAC supplements to these Army regulations also apply. If applicable, refer any contested matters of support within this ISA to respective higher headquarters for disposition and further direction.

3. Receiver's mission is: To provide a metrology and calibration measurement source for electrical, electromagnetic, physical, dimensional, radio frequency and nucleonic radiation measuring instrumentation located at FWA and other DOD locations throughout the western United States. To operate calibration standards laboratories providing reference, and as required, primary calibration support for Test, Measurement, Diagnostic Equipment (TMDE).

4. Review the financial provisions of this agreement annually, or as requested by either the Supplier or Receiver. Review the specific provisions triennially, or as requested by either the Supplier or Receiver.

NOTE: Although the DODI requires that costs be reviewed annually to ensure continued accuracy of estimated reimbursements, limiting factors may preclude accomplishment. In such case, inflation rates designated within the Department of Defense Comptroller's Annual Inflation Guidance will be applied to any estimate'd costs within the ISA.

5. Receiver maintains exclusive use of their assigned portion of Building 3491 located on FWA, as specified in applicable Real Estate Permit. Receiver maintains exclusive use of any facility or portion thereof, financed by, or constructed for/by Receiver. Control of facilities reverts to USARAK when no longer required by Receiver and Receiver notifies Supplier.

6. Receiver will report all violations or suspected violations of security to the DPTSM, Security Division @ 384-2208. This responsibility includes incidents falling within the purview of DoD Reg 5200.1-R, AR 380, AR 381, and AR 604 Series.

7. Receiver personnel will abide by all post and installation regulations, directives, and policies, to include postal, fire, safety, security, and similar administrative procedures. Receiver personnel are permitted use of post and installation facilities IAW applicable regulations.

8. Should the Receiver fail to accept full quantity of reimbursable support provided for herein, the Supplier will make reasonable efforts to absorb and/or redistribute excess supplies or services. If redistribution or absorption cannot be accomplished, the Receiver shall reimburse (Supplier) for any realized loss to the Supplier.

Standard Provisions
(continued)

9. Contracts initiated by the Receiver or Receiver agency which has potential impact on the maintenance, repair, and/or modification of any real property owned or controlled by USARAK must first be reviewed by the Directorate of Public Works; then receive prior written approval of the Garrison Commander and/or Post Commander of the respective installation. (This provision includes contracts for utilities, refuse collection/disposal, etc.) The Receiver or Receiver agency is responsible for all costs, expenses and damages resulting from such a contract unless the Post Commander provides prior written relief from such responsibility.

10. If the Receiver requires available service(s) not addressed within this agreement, the Receiver may submit a DD Form 448 (Military Interdepartmental Purchase Request) to the applicable budget office of the organization providing such service(s). If service(s) is/are required on a recurring basis (at least once annually), the Receiver will submit a written request to incorporate the additional service(s) into this agreement. Submit request to U.S. Army Alaska, Defense Regional Interservice Support (DRIS) Office, ATTN: APVR-RDL-AD, 977 Davis Highway, Fort Richardson, Alaska 99505-7000.

11. Services are provided during posted hours of operation. Services shall be equal to those provided the Supplier's own military force; and within established standards and guidelines.

12. Services offered by other agencies located within close proximity of USARAK Command elements include: Printing by the Defense Automated Printing Service, Defense Finance and Accounting Service by the Defense Military Pay Office, Medical services by US Army Medical Activity.

13. This agreement will remain in effect during implementation of OPLANS to the best ability of the Supplier.

14. Receiver point of contact:

Director,
U.S. Army TMDE Support Region 3
ATTN: AMSAM-TMD-C-P (Support Agreement Coordinator)
White Sands Missile Range, NM 88002-5528

Phone: (505) 678-7514, Fax (505) 678-5333
Defense Service Network (DSN) 258-7514, Fax 258-5333

15. Supplier point of contact is:

U.S. Army Alaska
Defense Regional Interservice Support Office
ATTN: APVR-RRM-DRIS
600 Richardson Drive, #6200
Fort Richardson, Alaska 99505-6200

Phone: (907) 384-7094 Fax: (907) 384-7044
AK Defense Service Network (DSN) Access Code: 317

Distribution List

1 - USARPAC, ATTN: APLG-PM, Fort Shafter, HI 96858-5100
1 - Commander, USA Aviation and Missile Command, ATTN: AMSAM-RM-MD, Redstone Arsenal, AL 35898-5400
1 - Director, USA TMDE Support Region 3, ATTN: AMSAM-TMD-C-P, WSMR, NM 88002-5528
1 - Chief, USA TMDE Support Center, ATTN: AMSAM-TMD-C-LE, Ft. Lewis, WA 98433
1 - DFAS Honolulu Operating Location, ATTN: DFAS-PC/AOAA, Ford Island, Pearl Harbor, HI 96860-7553
1 - CPOC
1 - 59th Sig Bn AFSP-AAO-FD
1 - ALEC APVR-RLE-SM
1 - DPW APVR-RPW
1 - DOL APVR-RDL
1 - DRM APVR-RRM-BB
1 - DCA APVR-RCA
1 - DPTSM APVR-RPTM
1 - DOC APVR-RDOC
1 - Inst Chap APVR-CH
1 - SJA APVR-RJA
1 - PAO APVR-RPO
1 - Safety APVR-RDZ
1 - EEO APVR-REEO
1 - CPAC APVR-RCP
1 - AG APVR-RAG
1 - Post Cdr APVR-WPC (FWA)

Financial Provisions

1. Measurable mission-unique, above-base level of support is reimbursable, and is charged IAW DA policies and DOD instructions throughout the duration of this agreement. Supplier will charge Receiver for incremental costs directly attributable to the Receiver. NOTE: During the next two to four years, numerous installation functions will be under A-76 studies, resulting in possible conversion to contracts. If future services convert to contractual arrangements, charges identified within this agreement will be IAW applicable contract terms and costs.

2. The Receiver will provide a DD Form 448 [Military Interdepartmental Purchase Request (MIPR)] to the Supplier for any reimbursable support. The MIPR will reflect a complete accounting classification to be charged; and it will include a point of contact and telephone number. The Receiver and Supplier will verify annually that a correct Bill-To address is on record with the Defense Finance Accounting Service (DFAS).

3. The Supplying activities will forward a DD Form 448-2 (Acceptance of MIPR) to the Receiver acknowledging commitment to provide requested/reimbursable support.

4. Billings are processed at close of each month by the Defense Finance Accounting Service, Honolulu-Operating Location, Ford Island, Pearl Harbor, Hawaii. Billings are processed under cross disbursing procedures [Transactions By Others (TBO)/Transactions For Others (TFO)]. This self-reimbursement (no check drawn) procedure is IAW DFAS-IN Reg 37-1. The Voucher for Transfer between Appropriations and/or Funds (and substantiating documents) will cite the applicable MIPR number, and will be forwarded to the Receiver's Bill-To address as reflected in paragraph 5 below.

5. Receiver's DODAAC: W81XMT Receiver's UIC: W46A13

Receiver's Bill-To address is:

Defense Finance and Accounting Service
4300 Goodfellow Blvd
ATTN: DFAS-SL-A
P.O. Box 200009
St. Louis, Missouri 63120-0009

6. Supplier's Accounting Office address is:
Defense Finance Accounting Service
Honolulu-Operating Location
ATTN: DFAS-PC/AOAA
Building 77, Box 1392
Ford Island, Pearl Harbor, HI 96860-7553

7. The Receiver will utilize:

<u>Bldg No.</u>	<u>Sq. Ft.</u>	<u>Category Code</u>	<u>Real Estate Permit No.</u>	<u>Location</u>
3491	4004	442-40	TBD	FWA

NOTE: Receiver shall obtain written authorization and acquire approval from the DPW prior to changing usage of any facility, either whole or in part. Receiver will not acquire additional facility space on the installation (or relinquish space to another Receiver or unit) without prior written approval and coordination by the DPW. When facilities are no longer required, control reverts to USARAK. (This pertains only to Army-owned facilities.)

Financial Provisions

8. Manpower of activity supported:

FRA	FWA	FGA	TOTAL	
0	4	0	4	Civilians
0	0	0	0	Military

9. Cost of civilian labor is subject to an additional charge of 25.3% to cover benefits and 25% for COLA when General Schedule (GS) employees are utilized. Contract labor is charged at contract cost. Overtime labor must be authorized in advance, and is charged at prevailing rates.

10. Reimbursement estimates are based on fiscal year end 99 cost summaries and/or estimated consumption figures. If a more accurate determinant exists it is used. Support provided through contractual arrangements is charged at the contracted rate. Price for supplies is derived from standard price lists or equivalent guidance.

11. Reimbursements (paragraph 12) are based on estimates at the time of this writing. MIPR amounts may increase annually due to current year costs, special Receiver requirements, or in cases where categories are partially reimbursable. Overestimated charges will be refunded to the Receiver through the MIPR process within the applicable fiscal year.

12. Submit MIPRs to supplying activities as follows:

Activity	Categories (Services)	Amount
U.S. Army Alaska	Automation Services	
59th Signal Battalion	Message and Data Processing	
ATTN: AFSP-ASD	Telephone Systems Management	\$ 50.00
600 Richardson Drive #7100		
Fort Richardson, Alaska		
99505-7100		
	TOTAL MIPR AMOUNT:	\$ 50.00
U.S. Army Alaska	Civilian Personnel Services	
Directorate of	(Training Course Fee)	
Community Activities	(EEO Complaint Processing)	
ATTN: APVR-RCA-RMA	Education Services	
Headquarters Loop	Technical and Legal Libraries	
Fort Richardson, Alaska	Transient Quarters	
99505-6600	TOTAL MIPR AMOUNT:	\$ _____
U.S. Army Alaska	Purchasing and Contracting	
Directorate of Logistics	Storage and Warehousing	
ATTN: APVR-RDL-AB	Supply Management	
977 Davis Highway	Supply Management	
Fort Richardson, Alaska		
99505-7000	TOTAL MIPR AMOUNT:	\$ _____
U.S. Army Alaska	Custodial Services	
Directorate of Public Works	Entomology Services	
ATTN: APVR-RPW-BMF	Environmental Cleanup	
730 Quartermaster Road	Environmental Compliance	
Fort Richardson, Alaska	Facility Construction and Major Repair	
99505-6500	Facility Maintenance and Minor Repair	
	Fire Protection	
	Refuse Collection and Disposal	\$ 2,933.00
	Utilities	\$ 9,516.00
	TOTAL MIPR AMOUNT	\$12,449.00

Directorate of Plans, Training, Security and Mobilization
SECURITY SERVICES
Personnel, Information Systems, and Information Security

SUPPLIER WILL: Support and conduct inspections (as required by regulations) on matters concerning personnel security and information/information systems security.

Establish policies and procedures used to process security clearances. Perform other duties inherent in a personnel security program. Establish policies and procedures IAW AR 380-67.

Ensure the integrity and security of information systems data and equipment IAW 380-19.

Implement uniform policies, standards, criteria, and procedures for security classification, downgrading, declassification; and for safeguarding information that is owned by, produced for or by, or under the control of the Receiver IAW AR 380-5, Department of the Army Information Security Program.

RECEIVER WILL: Comply with AR 380-67, Personnel Security Program. Provide DPTSM with verification of each service member's current clearance classification/access as recorded and verified by the unit security manager. Comply with Supplier's policies, directives, and supplements to the regulation pertaining to this support.

Comply with AR 380-19, Information Systems Security. Provide (annually) a letter or memorandum to the DPTSM listing all equipment that requires security. *NOTE:* Letter will include the type of item, manufacturer, model number, serial number and any other appropriate data.

Comply with AR 380-5, Department of the Army Information Security Program. Comply with Supplier's policies, directives, and supplements to the regulation pertaining to this support.

POC: FWA, 353-7620

Basis for reimbursement:
Non-reimbursable .

Directorate of Logistics

STORAGE AND WAREHOUSING

SUPPLIER WILL: Provide warehouse/storage space on a case by case basis within capability (e.g., secure storage). Provide easy access to all stored goods. Allow for safe care of the materials stored. (Access to storage areas is limited to normal duty hours.)

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FWA, 353-7185

Basis for reimbursement:

Reimbursable; sq. footage of utilized space and civilian overtime labor cost

SUPPLY MANAGEMENT

SUPPLIER WILL: Purchase large supplies (non-expendable commodities) such as equipment, office furniture (tables and chairs), and systems furniture. Issue hand receipts to customers for office type furniture/equipment. Accept turn-in of equipment. Note: Commodities are purchased on an as required basis. Access to storage areas/facilities is limited to posted hours of operation.

RECEIVER WILL: Submit requests for items to be requisitioned through DOL SSA, Bldg 3030 (FWA). Provide DODAAC and funding codes for processing requests into the automated supply systems.

Comply with Supplier's regulations and directives.

POC: FWA, CIPB, 353-7796

Basis for reimbursement:

Reimbursable; direct charges (For packing; include civilian labor and supplies i.e., boxes, banding materials) {

Directorate of Logistics

TRANSPORTATION SERVICES
(Other than GSA Vehicles)

SUPPLIER WILL: Provide complete passenger travel service IAW appropriate regulations.

Provide movement of personal property and privately owned vehicles IAW appropriate regulations.

Provide freight movement services on request IAW appropriate regulations.

RECEIVER WILL: Provide Travel Orders for all official travel. Ensure that Travel Orders reflect proper destination, special entitlements and chargeable fund code.

Furnish appropriate documentation for shipping/receiving of freight. Provide funding documentation as appropriate.

Comply with Supplier's guidance and directives. Comply with related directives and instructions. Furnish appropriate documentation to ship/receive personal property.

POC: FWA, 353-1115

Basis for reimbursement:

Reimbursable; civilian overtime labor costs

Public Affairs Office

COMMUNITY RELATIONS, NEWS MEDIA AND
INFORMATION STRATEGIES

SUPPLIER WILL: Provide media relations support as requested and within capabilities.

Provide command information support to include access to soldiers and their families via the weekly USARAK newspaper, the Army in Alaska unofficial installation guide, and post maps of Forts Richardson and Wainwright.

Assist with special projects that provide image enhancement within the community, as determined by the Receiver.

Avail Public Affairs personnel during and after normal duty hours as required.

Handle media release(s) and queries.

NOTE: The Commanding General and the Public Affairs Officer are the only clearing authorities for release of unclassified information to the news media and general public, to include interviews, speeches, photographs, news releases and other materials. Additionally, soldiers and DA civilian employees desiring to seek publication of their military-related photographs/manuscripts/tapes are required to submit these materials to the Public Affairs Office for review prior to coordination with or submission to a media outlet.

RECEIVER WILL: Provide information and newsworthy items to installation Public Affairs Officer.

Comply with Supplier's regulations and directives.

POC: FRA, PAO, 384-1542

Basis for reimbursement:
Non-reimbursable

DOIM/59th Signal

AUTOMATED DATA PROCESSING SERVICES

SUPPLIER WILL: Monitor and maintain networks down to the entry into the Wide Area Networks. Administer and manage User Ids, passwords and local access profiles. Ensure compliance with DoD and DFAS security requirements. Review and document security incidents or violations.

Operations of Hardware and Systems Software: Operate and maintain a stable hardware and software environment; coordinate and implement system software changes; provide for the backup of all data files with each system. Provide a physically secure operations environment.

Computer Input: Receive, edit and combine data input into appropriate cycles. Verify the completion of remote scheduled transmissions of input data; furnish assistance in the scheduling and transmission of input data from remote sites; provide input parameter information.

Computer Output: Provide output via telecommunications lines; on-line print viewing; detailed instructions for output processing and distribution requirements. Maintain authorized list of persons who may receive and sign for output and ensure special form requirements are included in the application documentation or job control language. Provide alternative media for hardcopy output. Furnish a central area of the distribution of output.

Production Control: Set up and initiate regularly scheduled tasks to meet the mutually agreed to time frames. Provide a schedule of processing requirements, determine priorities within an application and advise of anticipated changes in processing schedules as far in advance as possible.

Contin131cy: Maintain backup copies of host-site resident system software, application software, job control language, data files, support files and applicable documentation. Notify the customer in the event that contin131cy plan must be implemented. Establish and maintain backup support agreements with other processing activities to ensure continuance of customer support.

Teleprocessing: Operate and maintain a stable communication hardware and software environment. Provide terminal access availability in accordance with user provided schedules. Monitor telecommunication lines for reliable service; coordinate hardware/software system problem resolution with vendor personnel; provide site preparation and survey in customer's spaces prior to terminal installation; and provide access control to the computer in accordance with information provided by the customer.

Restart/Recovery: Provide problem analysis and restart/recovery of application systems. Report and provide solutions, where possible, for application system problems to coordinate problem resolution with interested parties; provide assistance when requested; perform reconstruction and reloading of application files required; apply program or job control language correction. in emer131cy situations following approval of the customer.

Help Desk: Provide a help desk that acts as the primary contact between the CNO and the customer. When service problems arise in the area, the Help Desk should be notified as to the customer problem, customer location, type of hardware component involved, application involved and how long the problems has existed. The user serves as an integral part of problem resolution by being able to define the type of problem existing, especially in functional area problems.

DOIM/59th Signal

AUTOMATED DATA PROCESSING SERVICES
(continued)

Files Management: Ensure the completeness of application files. Guarantee the efficient utilization of the application files. Recommend the placement of application files on mass storage, perform reorganization routines for data files, reload damaged mass storage application files from backup, reconstruct files in accordance with existing documentation, resolve problems concerning the integrity of application files.

Program and System Releases: Inform the customer when new or revised application programs are available for implementation. Ensure that supporting operations documentation is received and acceptable. Establish any necessary system software parameters required for the execution of an application test. Provide functional acceptance/testing for system manager approval; supply deadline times for the receipt of output; furnish an implementation memorandum and associated required items to the CNO. Maintain and provide to the CNO primary and secondary points of contact list for each application; provide a central coordination contact point on the application level to receive, screen and relay all problems within the activity of the CNO customer support center. Identify required system software parameters in support of an application system; approve and coordinate the implementation of new or modified application programs; perform initial building data files; and implement new/revised program job control language, other changes and mass registration of files provided.

RECEIVER WILL: Comply with Supplier's policies, directives and regulations.

POC: FRA, 59th Signal 384-0146

Basis for reimbursement:

Reimbursable, actual cost based on the amount of output: actual run time and disk space consumed.

DOIM/59th signal

DOCUMENT MANAGEMENT

SUPPLIER WILL: Provide administrative support in the areas of record management to include inspection of files to ensure compliance with DoD regulations, personnel locator, forms and publications information.

Provide forms, publications, and records management support. Provide records holding area (RHA) services. Provide assistance visits.

Provide training.

Provide support IAW DoD regulations.

RECEIVER WILL: Prepare and submit signature cards as appropriate.

Initiate and submit requisitions for military publications and blank forms IAW Supplier's procedures.

Comply with Supplier regulations and directives.

POC: FRA, 59th Signal Battalion, 384-0146

Basis for reimbursement:

Non-reimbursable

MAIL SERVICE

SUPPLIER WILL: Provide acceptance, sorting, routing and delivery of incoming and outgoing official mail and distribution.

Provide briefing and instruction on duties and responsibilities of Mail Control Officer.

RECEIVER WILL,,: Comply with applicable regulations and directives. (

POC: FWA, 353-6898

Basis for reimbursement:

Non-reimbursable

DOIM/59th signal

MESSAGE AND DATA PROCESSING

SUPPLIER WILL: Manage all electronic communications. Establish a Receiver support service with features and capabilities of electrical message systems. Provide Defense Service Network (DSN) services for day to day routine message traffic. Develop and implement standards that provide maximum compatibility in information processing when acquiring, using and interchanging equipment, information, software and personnel.

Establish and maintain electronic mail organizational accounts for electronic delivery of DSN unclassified messages and over-the-counter delivery of classified paper and data traffic.

NOTE: Service available 24 hours per day, 7 days per week. Messages are transmitted based on their precedence. Of the five types of precedence (Emergency Command, Flash, Immediate, Priority and Routine), the last two, which have the lower priority, are the ones generally used. Priority messages have a processing time of 3 hours for transmission from time of receipt at the Telecommunications Center. Routine messages are transmitted within 6 hours. Only official message traffic is authorized on DSN.

RECEIVER WILL: Comply with installation directives pertaining to this service.

POC: FRA, TCC, 384-2231

Basis for reimbursement:

Reimbursable; actual cost of user unique requirements

TELEPHONE SYSTEMS MANAGEMENT

SUPPLIER WILL: Provide telephone systems and lines for:

a. Class A: Telephone lines that permit access to central offices, toll trunks, and Defense Service Network (DSN). (

b. Class C: Telephone lines for conducting official government business without access to trunking capability.

Provide telephone lines for incoming calls and lines for intraswitch calling.

Ensure service meets operational goals.

Provide, through DoD channels, facility upgrades to satisfy Receiver requirements.

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FRA, 59th Signal Battalion, Telephone Maintenance, 384-0173
FRA, 59th Signal Battalion, HRO 384-1200

Basis for reimbursement:

Non-reimbursable; routine

Reimbursable; long distance charges and applicable incremental costs (to include operator services, directory assistance, dialing assistance, etc.)

Directorate of Public Works

**COMMON USE FACILITY CONSTRUCTION, OPERATIONS,
MAINTENANCE, AND REPAIR**

SUPPLIER WILL: Provide operation, maintenance, repair, and minor construction/alteration of common use infrastructure, roads, grounds, surfaced areas, miscellaneous structures, real property, installed equipment, common benefit signs, energy consumption, street cleaning and beautification projects.-

Remove ice and snow on common use areas (such as roads) IAW with the installation snow and ice removal plan. *NOTE:* Exclusive-use parking lots and fenced compounds are the responsibility of the tenant occupying the building.

Provide snow and ice removal and grass mowing within available resources. Remove snow and ice and mow grass in all common-use areas beginning approximately 51 feet away from each building (support includes shared parking lots, streets, roads, etc.) *NOTE:* Tenants are responsible for snow and ice removal and mowing from the side of the building out 50 feet to where the standard support level begins and for all sidewalks regardless of length.

RECEIVER WILL: Submit DA 4283 (Facilities Engineering Work Request) to DPW, Customer Services Branch as required. Call DPW for maintenance and repair services.

Remove ice and snow in Receiver-use areas (sidewalks, stairs, and porches, parking lots and fenced compounds). Request services from DPW as required. *NOTE:* Ice melting compound is sometimes available at the Self-Help (SH) Store. Call each installation's SH Store for details. Housing occupants receive SH services by presentation of a SH card. Building occupants (including Receivers) must submit a delegation of authority form (DA Form 1687) to receive SH services. Receivers are required to attend mandatory training from the SH Store before they can draw materials.

POC: FWA, Operations, 353-7192/6296
FWA, Self-Help, 353-6199

NOTE TO SUPPLIER AND RECEIVER:

Obtain written approval from the DPW prior to making any changes, additions, or deletions (including any change in gross square footage due to changes in facility occupancy/assignment of DPW Real Property, i.e. storage, admin, latrine space, etc.) to this agreement. Notify the Interservice Agreement (ISA) Coordinator and the DPW Master Planner to obtain necessary approval(s). Reach the ISA Coordinator at AC (907) 384-0913/FAX: (907) 384-7767. Reach the DPW Master Planner at AC (907) 384-3019/3163.

Basis for reimbursement:

Non-reimbursable

Directorate of Public Works

CUSTODIAL SERVICES

SUPPLIER WILL: Provide contract custodial and cleaning services for Receivers. Provide custodial support for offices, common use areas, shops, and storage areas on a fully reimbursable basis as requested by Receiver.

Provide custodial service one time per week for latrine areas open to the general public only.

RECEIVER WILL: Submit for approval a written request for custodial services (to include periodic custodial services) to (DPW), ATTN: Contract Management Branch, Building 724, (FRA). Submit an Engineer Work Request (DA Form 4283) to DPW Customer Services Branch (FWA), or to Customer Services Branch (FGA) for custodial services. Reimburse for services provided.

Notify the DPW custodial contracting officer's representative (COR) when a building will **be** closed for an extended period of time.

Appoint a custodial coordinator. Provide DPW a memorandum identifying the custodial coordinator. **NOTE:** Custodial coordinator shall report deficiencies in janitorial performance to the inspector by 0830 each workday for corrective action.

POC: FWA, ADPW, Engineering Division, 353-6243

NOTE TO SUPPLIER AND RECEIVER:

Obtain written approval from the DPW prior to making any changes, additions, or deletions (including any change in gross square footage due to changes in facility occupancy/assignment of DPW Real Property, i.e. storage, admin, latrine space, etc.) to this agreement. Notify the Interservice Agreement (ISA) Coordinator and the DPW Master Planner to obtain necessary approval(s). Reach the ISA Coordinator at AC (907) 384-0913/FAX:(907) 384-7767. Reach the DPW Master Planner at AC (907) 384-3019/3163.

Basis' for reimbursement:

Reimbursable; sq. footage of assigned building(s) or space.

Directorate of Public Works

ENTOMOLOGY SERVICES

SUPPLIER WILL: Provide abatement and control measures directed against insects, rodents, weeds, fungi, reptiles, animals or plants that are determined by the Supplier to be undesirables. These undesirables may be found at any time; however, the volume of undesirable animal and plant life is often determined by the seasons and available food sources. (Abatement and control measures include: routine treatment of grounds, buildings, equipment, supplies and other common carriers as necessary.)

Perform scheduled entomology services in dining facilities, vacant quarters, dependent schools, etc.

Perform services as requested on service orders within time frames stated in the Facility Maintenance and Minor Repair category of this ISA.

Perform services on Standing Operation Orders for common areas at Forts Richardson and Greely and by service order at Fort Wainwright.

RECEIVER WILL: Call the DPW, Customer Services Department/Division for service as required; or submit work requests to DPW citing the last three digits of the agreement number (XXX).

Notify pregnant and allergic employees located in/near the affected spraying area prior to pest treatment.

Obtain prior written approval from DPW before purchasing, stocking, or applying any chemicals/products covered by this section.

Reimburse for all above base level and mission-unique support.

Comply with DPW regulations and directives to include Standing Operating Procedures (SOP), Letter of Instruction (LOI), etc., which may be obtained from the DPW Entomology Office.

POC: FWA, ADPW, Operations, 353-6296
FWA, ADPW, Customer Services Branch, 353-7069

NOTE TO SUPPLIER AND RECEIVER:

Obtain written approval from the DPW prior to making any changes, additions, or deletions (including any change in gross square footage due to changes in facility occupancy/assignment of DPW Real Property, i.e. storage, admin, latrine space, etc.) to this agreement. Notify the Interservice Agreement (ISA) Coordinator and the DPW Master Planner to obtain approval. Reach the ISA Coordinator at AC (907) 384-0913 FAX:(907) 384-7767. Reach the DPW Master Planner at AC (907) 384-3019/3163.

Basis for reimbursement:

Reimbursable, above base level support

Directorate of Public Works

ENVIRONMENTAL CLEANUP

SUPPLIER WILL: Clean up spills or contamination caused by Receiver, if the Receiver requests assistance or fails to respond in an appropriate and timely manner. NOTE: Costs will be reimbursed based on actual work hours, equipment usage, transportation, chemical costs, contract costs and disposal.

Provide collection of used oil, recyclable fuels, and hazardous waste, respond to spills and releases, non-routine clean-up, chemical analysis of unknowns, provide guidance on solid waste disposal, and interface with regulatory agencies.

RECEIVER WILL: Comply with all USARAK, DA and applicable state and federal regulations and requirements relating to environmental and natural resource management, including, but not limited to regulations and requirements associated with the handling and storage, utilization, and disposal of hazardous materials, substances, or wastes. All spills of reportable quantities of hazardous materials, substances, or wastes shall be immediately reported to the Alaska Department of Environmental Conservation (ADEC) through the Environmental Resources Department, US Army Alaska and the Post Fire Departments at Forts Richardson, Wainwright and Greely.

Be responsible and indemnify the Supplier and hold Supplier harmless for environmental conditions sustained in connection with the activities undertaken pursuant to this agreement. Among other things, this provision provides for Receiver to reimburse Supplier for any and all damages, including natural resources damages, sustained in connection with the activities undertaken to this agreement.

Perform cleanup and disposal of spills caused by Receiver's operations using environmentally and legally acceptable methods.

Bear financial responsibility for clean up, disposal and restoration in the event an incident caused by the Receiver results in a reportable spill.

Reimburse costs associated with work the Supplier performs to clean up any spill caused by the Receiver, when services are requested by the Receiver.

Provide, upon request from Supplier, information pertaining to environmental aspects of Receiver's operations conducted pursuant to this Agreement. Note: Such information may include, but is not limited to, information regarding air, stormwater, wastewater, and other emissions associated with Receiver's operations. Provide notice to the Supplier of any planned change in Receiver's operation which may affect air, stormwater, wastewater, and other emissions. NOTE: The Supplier shall reserve the right to approve or disapprove such planned changes, where such changes could affect USARAK's or DA's obligations under a permit or by law or regulation.

Directorate of Public Works

ENVIRONMENTAL CLEANUP
(continued)

POC: FWA, Environmental, 353-6249
FWA, Fire and Emergency Services, 353-6485
FWA, Customer' Services Branch, 353-7870 (Submit 4283's here)

SEE SPECIAL ENVIRONMENTAL INSTITUTIONAL CONTROL (ATTACHMENT VII) TO THIS ISA.

NOTE TO SUPPLIER AND RECEIVER:

Obtain written approval from the DPW prior to making any changes, additions, or deletions (including any change in gross square footage due to changes in facility occupancy/assignment of DPW Real Property, i.e. storage, admin, latrine space, etc.) to this agreement. Notify the Interservice Agreement (ISA) Manager/Coordinator and the DPW Master Planner to obtain approval. Reach the ISA coordinator at AC (907) 384-0913/FAX:(907) 384-7767. Reach the DPW Master Planner at AC (907) 384-3019/3163/6679.

Basis for reimbursement:

Reimbursable, actual cost per incident

Directorate of Public Works

ENVIRONMENTAL COMPLIANCE

SUPPLIER WILL: Administer programs for the control of water (wastewater, stormwater and drinking water), noise, hazardous waste (HW), hazardous material (HM), and other forms of pollution prevention including resource recovery programs. Provide identification, advice and assistance for the proper disposal of all hazardous waste. Inspect Receiver as required. Provide services and assistance in measuring air and water quality, noise level, hazardous material contamination and other forms of pollution.

Participate in the USARAK ISO 14001, Environmental Management System (EMS). Provide an active point of contact that will function as the Receiver's EMS Coordinator.

Provide environmental training IAW AR 200-1, USARAK 200-1 and USARAK PAM 200-1. Publish training schedules quarterly/annually.

Provide assistance to Receiver for compliance with the National Environmental Policy Act (NEPA) and AR 200-2, as requested. (Costs are to be based upon current shop effective rates.)

Include the Receiver in the installation's HW disposal program. Provide advice and guidance on the proper storage, handling, transportation and disposal of HW upon request.

Assist Receiver's personnel to ensure that HW designated for turn-in conforms with criteria set forth in applicable regulations.

Provide training classes at the Joint Regional Environmental Training Center (JRETC) for Environmental Quality officers, on-site training sessions for large groups, provide advice on training requirements for compliance, provide advice on training for sound environmental management, maintain compliance required training record, provide scheduled information exchange sessions for the Environmental Quality Officers and Management and perform periodic visits to activities to evaluate the quality of the activities management program.

Obtain and maintain permits and certificates, interface with regulatory agencies, provide advice, guidance, and review of environmental-related documents.

Provide archeological, wetlands, historical, and endangered species investigations and guidance, sustain forests and lands, and interface with regulatory agencies.

RECEIVER WILL: Submit training requests with fund cites and reimburse tuition costs for elected training.

Reimburse all costs associated with the disposal of Receiver-generated hazardous waste and hazardous materials.

Appoint, in writing, and train an environmental compliance officer who will ensure operational compliance and coordinate environmental issues with the installation staff.

Comply with applicable USARAK, EPA, OSHA, State, DOT, DOD, and other appropriate regulations concerning HW and HM. Request assistance from Environmental Resources Department, as required.

Directorate of Public Works

ENVIRONMENTAL COMPLIANCE

(continued)

RECEIVER WILL: Allow Supplier its right to construct, use, and maintain across, over, and/or under the facilities hereby granted, electric transmission lines, telephone, water, gas, oil, sewer lines, and other facilities, in such a manner as may be necessary. (This includes, but is not limited to, the right to allow access to federal, state, or local agency representatives and USARAK or Department of Army personnel.) **NOTE:** These agreements include Federal Facility, Environmental Restoration, and underground storage tank compliance agreements, which are incorporated by reference herein.

NOTE: Receiver may request services of DPW for compliance with NEPA and AR ZOO-2 at applicable rates. (There will be no cost for DPW review of NEPA documents as required by them as interested parties.)

POC: FWA, ADPW, Environmental, 353-6249/9949
FWA, ADPW, F&ES, 353-6548

SEE SPECIAL ENVIRONMENTAL INSTITUTIONAL CONTROL (ATTACHMENT VII) TO THIS ISA.

NOTE TO SUPPLIER AND RECEIVER:

Obtain written approval from the DPW prior to making any changes, additions, or deletions (including any change in gross square footage due to changes in facility occupancy/assignment of DPW Real Property, i.e. storage, admin, latrine space, etc.) to this agreement. Notify the Interservice Agreement (ISA) Manager/Coordinator and the DPW Master Planner to obtain approval. Reach the ISA coordinator at AC (907) 384-0913/FAX: (907) 384-7767. Reach the DPW Master Planner at AC (907) 384-3019/3163.

Basis for reimbursement:

Reimbursable, actual cost of clean up, and training tuition costs

Directorate of Public Works

FACILITY CONSTRUCTION AND MAJOR REPAIR

SUPPLIER WILL: Review all requests/requirements necessary to modify existing facilities. Approve/disapprove said requests/requirements prior to initiating work. Provide Receiver-requested minor construction on a Supplier-approved basis, as available.

Provide facility master planning, engineering designs, drafting and reproduction services. Provide site survey report and inspection. Provide job planning and estimating required for the construction (military and minor), fabrication and repair of real property facilities and associated equipment at Receiver request. *NOTE 1:* Functions identified as workable by local personnel are scheduled by the office responsible to complete the action. Those functions identified as not workable by local personnel will be contracted. *NOTE 2:* Systems furniture components used will be compatible to components used within the building. Reconfiguration, relocation, movement of furniture or power hookups and other modifications may be accomplished by qualified personnel only. Qualified personnel may include Receiver contract workers upon prior written approval from DPW.

Provide lock-changing services on interior locks within regulatory guidelines.

Provide supervisory and administrative (S&A) inspection of renovation projects.

Ensure that all construction and development projects are in compliance with the installation Master Plan. Complete DD Form 1391 to provide budgetary and scoping documentation and justification for all new construction projects costing \$300,000 or more. Provide project management support during design and construction of major projects. Maintain real property records for the installation.

Provide required space for office administration or operational purposes within the available assets.

Perform minor construction projects within installation funding limits, as well as AR 415-35.

Accept requests from Receivers (service orders or work orders), perform design/estimating, inspect contracts and/or perform requested work by in-house resources as funding allows.

RECEIVER WILL: Retain buildings in present condition without change unless prior written authorization is obtained from DPW (DA Form 4283) authorizing any changes. Notify Master Planning/Real Property of any requirements to modify/add to existing facilities. Program, budget and fund minor construction projects that are mission related.

Provide Supplier with a summary of space requirements.

Submit Engineer Work Requests (DA Form 4283) IAW USARAK 420-2 to DPW Customer Services Branch citing the last three digits of the ISA no#. Develop project justification. Assist Supplier in the preparation of DD Form 1391. Submit document through command channels.

Directorate of Public Works

FACILITY CONSTRUCTION AND MAJOR REPAIR
(continued)

RECEIVERWILL: Assign a primary and alternate building custodian. Provide the name and phone number of the selected building custodian(s) to DPW, Real Property.

Provide reimbursement for those construction and alteration projects that are made solely for the mission of the Receiver at the request of the Receiver. Submit Receiver program data involving recurring new work and Major Construction, Army (MCA) projects to be utilized solely by Receiver. (Prior to submission, all Receiver projects will be coordinated through Public Works for inclusion in the Installation Master Plan, citing approval by the Installation Commander, and for technical edit and review. Receiver will be the approval authority for Receiver projects.)

Reimburse for S & A inspection of renovation projects.

Comply with Supplier's regulations and directives.

POC: FWA, ADPW, Eng Div, 353-6243/6353/6408
FWA, ADPW, Customer Services Branch, 353-6225/7870/7069

NOTE TO SUPPLIER AND RECEIVER:

Obtain written approval from the DPW prior to making any changes, additions, or deletions (including any change in gross square footage due to changes in facility occupancy/assignment of DPW Real Property, i.e. storage, admin, latrine space, etc.) to this agreement. Notify the Interservice Agreement (ISA) Manager/Coordinator and the DPW Master Planner to obtain approval. Reach the ISA coordinator at AC (907) 384-0913/FAX:(907) 384-7767. Reach the DPW Master Planner at AC (907) 384-3019/3163.

Basis for reimbursement:

Reimbursable, actual cost of project

Directorate of Public Works

FACILITY MAINTENANCE AND MINOR REPAIR

SUPPLIER WILL: Provide maintenance and repair of real property to include buildings, installed equipment, miscellaneous structures, roads and grounds, railroads, and surfaced areas. (Also included are landscaping of common areas exceeding 50 feet from buildings, fence repair, and weed control through the use of herbicides.) Perform all work based on specific work requests (work orders/service orders) and the receipt of adequate funding documents prior to beginning the work. Assign a work order prefix **(TSO)** for the Receiver. Perform work within DPW capabilities.

Operate the Self-Help Program. Provide available materials to authorized Receivers on a non-reimbursable basis. **NOTE:** Call Customer Services Branch to request information prior to calling Self-Help.

Perform periodic routine/cyclical preventive maintenance on all Army-owned real property, within fiscal limitations, to include scheduled preventive maintenance IAW AR 420-10, dated 15 April 1997, Chapter 3 and AR 420-70, dated 10 October 1997, Chapter 5.

Provide snow, ice removal and mowing at the standard level of support on a non-reimbursable basis. Provide reimbursable snow, ice removal and mowing services at above standard level of support as requested by Receiver.

Provide snow and ice removal within available resources. Remove snow and ice from shared parking lots, streets, roads, etc. **NOTE: Building custodians are responsible for the removal of snow and ice from window ledges, exterior fire ladders, porches, and all doorways and walkways regardless of length.** Personnel will not go on the roof of any building without the approval of Public Works. Mow common use areas to within 50 feet of buildings. Mowing and landscape maintenance within 50 feet of each building is the Receiver's responsibility.

Perform work requested by the Receiver within funding limits as required. Work shall consist of both Service Orders, called into DPW Trouble Call, and Projects, submitted to DPW on an Engineer Work Request (DA Form 4283). Service Order work is repair work that requires less than 24 hours labor or less than \$2,500.00 total cost. Project work is any work above the limitations of a Service Order.

Service Orders will be prioritized by response times as follows IAW Attachment 1 to DPW-ERM-03-96:

PRIORITY 1 - or Emergency Request. Response Time = 30 minutes to 1 hour during the normal work day and 1 hour to 2 hours after hours.

PRIORITY 2 - or Urgent Request. Response Time = 4 hours to 3 work days.

PRIORITY 3 - or Routine Request. Response Time = 7 days.

PRIORITY 4 - or As Time Allows Request. Response Time = 30 days.

Directorate of Public Works

FACILITY MAINTENANCE AND MINOR REPAIR

(continued)

PRIORITY 5 - or Waiting for Materials Request. Response Time = 60 days.

PRIORITY 9 - or Branch Chief Referred Request. Response Time = 180 days.

4) Work Orders will be prioritized by response times as follows IAW Attachment 1 to DPW-ERM-03-96:

PRIORITY 1 - MUST DO NOW
(FWA - Emergency for Life or Property)

PRIORITY 2 - MUST DO IN THE NEAR FUTURE
(FWA - Command Interest Projects)

PRIORITY 3 - SHOULD DO - HIGH PRIORITY
(FWA - Urgent by reason of need)

PRIORITY 4 - SHOULD DO - LOW PRIORITY
(FWA - Routine)

PRIORITY 5 - BACKLOG MAINTENANCE & REPAIR (BMAR) CANDIDATE DONE
WITH FUNDING WINDFALL
(FWA - Deferred)

PRIORITY 6 - NON BACKLOG MAINTENANCE & REPAIR (BMAR) CANDIDATE
(FWA - Not Used)

PRIORITY 7 - VERY LOW PRIORITY
(FWA - Not Used)

RECEIVER WILL: Identify DPW services required by submitting a DA 4283 (Facilities Engineering Work Request), or a Service Order, to DPW, Customer Services Branch citing last three digits of the ISA agreement number, if DPW services are required. Call DPW Customer Service for emergency work orders. Call DPW, Customer Services Branch to request Service Orders for snow and ice removal. **NOTE:** FWA does not use service orders to identify snow and ice removal requirements, they are done on a priority system as outlined on the approved snow removal plan). Reimburse for all above standard level and mission-unique work/service orders.

Mow all areas approximately 50 feet from your building. Cut grass 1.5 - 2 inches high but do not cut closer than 1.5 inches. Mow approximately once a week during the growing season.

Clear snow and ice from walks, driveways, porches, etc. Contact Self-Help on the installation for guidance on how to obtain snow removal products.

Perform repair and utilities (R&U) activities on a self-help basis at the same level of support expected of Supplier activities. Keep facilities in a safe and serviceable condition.

Directorate of Public Works

FACILITY MAINTENANCE AND MINOR REPAIR

(continued)

Perform minor maintenance such as replacing door handles and light bulbs, tightening loose bolts or screws in installed equipment, spot painting the interior of buildings for cosmetic repair, etc.

Allow Supplier to perform periodic routine/cyclical preventive maintenance on all Army-owned real property (to include scheduled preventative maintenance) as regulated/required by Supplier.

Accomplish new work on a self-help basis, as required and within capability of Receiver. (Prior approval is required from DPW). Submit work requests on a DA Form 4283, clearly explaining in detail any proposed project. **NOTE:** The Supplier will approve all work orders and order materials for the Receiver. Completed work is subject to inspection by the Supplier.

POC: E'WA, ADPW, Operations Dept., 353-6296
FWA, ADPW, Self Help, 353-6199
E'WA, ADPW, Customer Services Branch, 353-7069

NOTE TO SUPPLIER AND RECEIVER:

Obtain written approval from the DPW prior to making any changes, additions, or deletions (including any change in gross square footage due to changes in facility occupancy/assignment of DPW Real Property, i.e. storage, admin, latrine space, etc.) to this agreement. Notify the Interservice Agreement (ISA) Manager/Coordinator and the DPW Master Planner to obtain approval. Reach the ISA coordinator at AC (907) 384-0913/FAX:(907) 384-7767. Reach the DPW Master Planner at AC (907) 384-3019/3163.

Basis for reimbursement:

Reimbursable, actual cost of project

Directorate Public Works

FIRE PROTECTION

SUPPLIER WILL: Provide fire protection for buildings assigned to the Receiver.
NOTE: Fire and Emergency Services (F&ES) must meet the requirements of Army Regulation (AR) 420-90, Facility Engineer Fire and Emergency Services and Department of Defense Instruction DODI.6055.6, Fire and Emergency Services Program as they relate to response criteria.

Provide emergency care by qualified Emergency Medical Technicians.

Provide a fire protection program. Provide fire prevention and protection services to include the ability to handle structural and chemical fire fighting.

Provide hazardous material mitigation support.

Conduct fire inspections and safety classes.

Maintain fire extinguishers, alarm systems and fire protection systems for fire protection purposes. Requisition and distribute fire extinguishers installed in real property. Determine reason for extinguisher discharge other than to suppress fires.

Perform fire fighting responsibilities using recommended response times and procedures. Review work orders and projects involving fire and life safety issues. Conduct inspections as required by regulation. Remove hazardous materials using recognized procedures. Provide a monthly inspection at high hazard facilities and quarterly, semi-annual or annual inspections of administrative/shop/warehouse type facilities.

Performs crash and rescue responsibilities using recommended response times and procedures. Aircraft Rescue Fire Fighting (ARFF) will be provided as needed for emergencies. Aircraft Rescue Fire Fighting support for activities occurring off the installation and the cantonment area in support of training exercises of tenant units is an enhanced level of service and will be provided on a reimbursable basis.

Maintain and repair fire fighting equipment and components within available resources.

Provide for the supply of fire fighting equipment **as** required.

RECEIVER WILL: Alert immediately all personnel in the building when first discovering fire. Report any fire-related occurrence to F&ES by dialing 911. Make every effort to extinguish the fire with available personnel while exercising reasonable and prudent care.

Provide material safety data sheets (MSDS) and a site safety location plan to F&ES for all hazardous materials used/stored in assigned facilities. Furnish the exact location of these materials.

Appoint a unit fire marshal and building fire warden. Attend fire prevention lectures when available. Participate in Supplier conducted fire suppression and training programs.

Prepare evacuation plans.

Directorate Public Works

FIRE PROTECTION
(continued)

Submit work requests for maintenance and inspection of fire alarms, sprinkler systems, and portable fire extinguishers IAW Supplier directives. Reimburse Supplier for 6-year inspection of fire extinguishers, 12-year inspection on air cylinders and cart foam extinguishers.

Deliver fire extinguishers after every use to F&ES for inspection, test, reseal, and recharge. Reimburse Supplier if fire extinguishers were discharged for other than to suppress fires.

Request assistance regarding fire prevention and emergency services from the Fire Chief.

Comply with applicable DA, DOD, USARAK and Supplier installation fire regulations and directives.

POC: FWA, ADPW, Fire Chief, 353-6485/7470

NOTE TO SUPPLIER AND RECEIVER:

Obtain written approval from the DPW prior to making any changes, additions, or deletions (including any change in gross square footage due to changes in facility occupancy/assignment of DPW Real Property, i.e. storage, admin, latrine space, etc.) to this agreement. Notify the Interservice Agreement (ISA) Manager/Coordinator and the DPW Master Planner to obtain approval. Reach the ISA coordinator at AC (907) 384-0913/FAX:(907) 384-7767. Reach the DPW Master Planner at AC (907) 384-3019/3163.

Basis for reimbursement:

Partially reimbursable

Directorate of Public Works

REFUSE COLLECTION AND DISPOSAL

SUPPLIER WILL: Provide refuse collection (trash and municipal solid waste materials), transportation, handling, and disposal services on the installation on a regularly scheduled basis by Location, Building Number, Quantity and Size of dumpster(s).

Operate equipment utilized for the transportation, disposal, or destruction of waste materials.

Furnish dumpsters. Trash containers are the Receiver's responsibility.

Empty dumpsters as requested on the schedule by the Receiver.

Notify Receiver should Supplier of service change for any reason.

Note: Refuse collection for Receivers does not include hazardous waste handling, items other than trash in dumpsters, or policing areas around dumpsters.

RECEIVER WILL: Request services as required from DPW. Comply with Supplier's policy concerning dumpsters and pollutants by not dumping or disposing of any hazardous materials or hazardous waste into any dumpster. Ensure DPW has access to dumpsters. Not leave trash outside of dumpster(s). Call Roads and Grounds Section when dumpsters are full and need to be emptied prior to the next regularly scheduled run.

Request services as required from Supplier.

Pick up paper, trash, rubble, debris, etc. on a daily basis and put in dumpsters or trash barrels.

Comply with Supplier's regulations and directives.

Reimburse for services received.

POC: FWA, ADPW, Operations, 353-6296

NOTE TO SUPPLIER AND RECEIVER:

Obtain written approval from the DPW prior to making any changes, additions, or deletions (including any change in gross square footage **due** to changes in facility occupancy/assignment of DPW Real Property, i.e. storage, admin, latrine space, etc.) to this agreement. Notify the Interservice Agreement (ISA) Coordinator and the DPW Master Planner to obtain approval. Reach the ISA Coordinator at AC (907) 384-0913 FAX:(907) 384-7767. Reach the DPW Master Planner at AC (907) 384-3019/3163.

Basis for reimbursement:

Reimbursable; cubic yards of refuse at the effective rate

Directorate of Public Works

UTILITIES

SUPPLIER WILL: Provide procurement, production, and distribution of utility services to include water, sewage, electrical, heating, air conditioning, if applicable, and other utility services for buildings assigned to the Receiver. (See Financial Provisions, for Receiver Utilized Buildings).

a. For metered buildings: Read meters to determine actual utility usage by the Receiver, if reimbursable.

b. For unmetered buildings: Compute actual usage by multiplying the effective utility rate against the gross square footage of the Receiver's assigned building(s), or space, as evidenced on USARAK Form 15 (Real Property records), if reimbursable.

Provide an energy conservation program. Provide assistance and guidance in meeting established goals. Aid in making all buildings energy efficient by adopting and promoting energy-saving products, equipment, and devices that are cost-effective and proven to significantly save energy resources. **NOTE:** Efforts to achieve goals will not impair the health, safety, or productivity of military and civilian personnel.

Operate utility plant and system, sewage and waste collection systems, purchase utilities service, provide effective energy conservation in fixed facilities with established energy conservation programs at FGA only.

RECEIVER WILL: Report immediately all utility-related deficiencies or malfunctions to DPW, Customer Services Branch. Request services from DPW as required.

Assign and appoint an energy officer and building energy monitor(s) to assist in meeting energy conservation goals. Forward a memorandum listing officer/monitor names to DPW, Operations Department, ATTN: Utility Engineer. Update the memorandum as changes occur.

Install meters at own expense at Receiver's discretion.

Promote the installation's Energy Awareness Program. Develop an energy efficiency plan through the Installation Energy Manager. **NOTE:** This plan is to assist the command in meeting the mandated 35% energy reduction target! by the year 2010 IAW Executive Order 13123.

Exercise a common sense approach to utility consumption.

Comply with Supplier's policies as set forth in the following references: AR 11-27, USARAK Supplement 1 to AR 11-27, EPACT 1992, Executive Order 13123, AR 420-41, DOD 4170.10, DOD 4120.14, DOD 5100.50, DOD 5126.46 (Reference U), Public Law 92-523, Executive Order 12759.

POC: FWA, DPW, Utility Engineer, 353-7422

NOTE TO SUPPLIER AND RECEIVER:

Obtain written approval from the DPW prior to making any changes, additions, or deletions (including any change in gross square footage due to changes in facility occupancy/assignment of DPW Real Property, i.e. storage, admin, latrine space, etc.) to this agreement. Notify the Interservice Agreement (ISA) Manager/Coordinator and the DPW Master Planner to obtain approval. Reach the ISA coordinator at AC (907) 384-0913/FAX: (907) 384-7767. Reach the DPW Master Planner at AC (907) 384-3019/3163.

Basis for reimbursement:

Reimbursable, calculated at the "A" rate (federal), if reimbursable

716th Ordnance Company (EOD)

EXPLOSIVE ORDNANCE DISPOSAL

SUPPLIER WILL: Provide explosive ordnance disposal personnel to identify, render safe, recover and destroy all conventional, chemical/nuclear munitions and improvised explosive devices.

Provide training on ordnance identification, explosive safety and bomb threat/search procedures, as requested and within capabilities.

Perform explosive ordnance responsibilities as established by Title 49, Code of Federal Regulations, Sections 100 through 199, and DoD 5100.76-M, Physical Security of Sensitive Conventional Arms, Ammunitions, and Explosives.

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FRA, Military Police Desk, 384-0823
FRA, 716th EOD, 384-7600/01/02/03
FRA, Security Manager, 384-0456
FRA, Command Operations Center, 384-6666

Basis for reimbursement:
Reimbursable, IAW AR 75-15/AFJI 32-3002

267th Finance Support Battalion (FSB)

FINANCE SUPPORT SERVICES

SUPPLIER WILL: Administer the system for temporary duty (TDY), permanent change of station (PCS), and related accruals to military members, to include entitlements and individual claims and fund controls when travel orders are issued. Prepare vouchers. Record TDY payments/collections into related financial reports. Collect overpayments, if applicable.

NOTE: Travel must be based on official orders and be in compliance with the Joint Federal Travel Regulations. Payments and transactions must be IAW the Joint Federal Travel Regulations, Comptroller General Decisions, DoD Directive 5154.3.

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FRA, Operations, 384-2038
FWA, 353-1301

Basis for reimbursement:
Non-reimbursable

Directorate of Resource Management

CIVILIAN PAYROLL PROCESSING

SUPPLIER WILL: Provide civilian personnel payroll support. Compile and input allotments, leave accounting data, and applicable tax withholdings. Certify vouchers and assign voucher numbers. Maintain voucher and transaction controls for disbursements, collections, and changes in accounts. Explain the pay system and answer pay inquiries. Brief on available payment methods, changes in pay, voluntary and involuntary pay adjustments, separation, bonuses, special allowances, advance of pay, partial payments, accrued leave, dependent support, emer131cy data, allotments, charitable contributions, PCS and TDY pay, deductions, and DIRECT DEPOSIT election documents.

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FRA, Civilian Payroll, 384-2197

Basis for reimbursement:

Non-reimbursable

Provost Marshal

POLICE SERVICES
(Law Enforcement, Physical Security
and Vehicle/Weapon Registration)

SUPPLIER WILL: Provide police services to maintain order and to enforce laws or regulations. Control vehicular and pedestrian traffic. Investigate criminal activity IAW regulations or other appropriate directives.

Conduct physical security/crime prevention inspections IAW USARAK Regulation 190-1 (Physical Security). Provide security-related planning and inspections IAW USARAK OPLAN 5645 (Combatting Terrorism) for on post Receivers. Conduct, upon request, risk analysis procedures.

Provide privately owned vehicle decals and registration.

Provide weapons registration. NOTE:IAW USARAK Reg 190-1, all active duty personnel performing duty on a USARAK installation will register privately owned weapons maintained in their household. The Military Police Desk (MPD) at each post has the required forms. The procedures are:

a. Complete USARAK Form 877 (Registration of Personal Firearms) in triplicate. PVT through SSG will have their commander verify information, sign the 877, and indicate the class registration in block 8 of the form. SFC and above may sign the form themselves. They must still receive written permission to store firearms in family quarters, bachelor officer quarters (BOQ) or bachelor enlisted quarters (BEQ) on or off post. Take USARAK Form 877 (not the weapon) to the MPD. The MPD will register the weapon and send the pink copy to the unit commander. The form will be filed in the unit arms room and retained until 1 year after ETS/PCS, or the weapon is sold to another individual. If the weapon is sold to another service member, they must re-register the weapon under their name.

b. While at the MPD, USARAK Form 277 (Weapons Registration Record) will be completed and provided to the registrant. This is your proof of registration card, and must be carried whenever registered firearms are carried or transported on the installation. {

Note : War trophy firearms must also be registered IAW the procedures listed above.

RECEIVER WILL: Secure own equipment IAW AR 190-11 through 190-51 and USARAK Regulation 190-1 (Physical Security Program).

Designate a Receiver point of contact for matters concerning the preservation of order, physical security and crime prevention.

Apprise Supplier of relevant information concerning serious incident reports.

Comply with Supplier regulations on law and order, physical security and crime prevention related to occupancy of the installation.

POC: FRA, Law Enforcement, 384-0825
FWA, 353-7886

Basis for reimbursement:

Reimbursable; special upgraded security of assigned USARAK equipment

Chaplain

CHAPEL AND CHAPLAIN SERVICES

SUPPLIER WILL: Provide pastoral and religious needs for all faiths within the military community. Provide support for worship and religious observance, religious education, pastoral care, visitation ministry, spiritual growth, lay ministry, stewardship, and social concerns. (Includes, but is not limited to: child, youth and adult education, religious/moral counseling, baptisms, marriages, burials, and referrals to other religious centers for appropriate rites and ceremonies.)

RECEIVER WILL: Comply with the Supplier's directives pertaining to this service.

POC: FWA, 353-6271/7481

Basis for reimbursement:
Non-reimbursable

Civilian Personnel Advisory Center

CIVILIAN PERSONNEL ADVISORY SERVICES
Personnel Services and Personnel Training

SUPPLIER WILL: Provide civilian personnel advisory services IAW Pacific Regionalizing Operations Manual, 30 September 1996.

Provide reimbursable training to authorized personnel, as requested.

RECEIVER WILL: Comply with AR 690 series, local policies/procedures and all other applicable statutes, rules and regulations.

POC: FRA, CPAC, 384-1361/1353
FWA, CPAC 353-7201

Basis for reimbursement:

Reimbursable; tuition costs of training courses

Directorate of Community Activities

COMMUNITY SERVICES

SUPPLIER WILL: Provide prevention programs and services to enhance family readiness. Strengthen the coping abilities of Army families. Provide programs and services, to include crisis intervention, referral and follow-up, financial assistance, food locker, budget counseling/classes, relocation assistance, employment assistance, career planning, skill development workshops, family advocacy, and parenting/marriage enrichment classes. Provide assistance for special needs families, volunteer management and deployment assistance.

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FRA, Director, 384-1502

Basis for reimbursement:

Non-reimbursable; routine

Directorate of Community Activities
CHILD AND YOUTH SERVICES

SUPPLIER WILL: Provide quality day care service for children of authorized personnel - active duty military, including National Guard and Army Reserve personnel, Department of Defense civilian employees, and contract employees. Supervise Family Child Care homes. Provide surge care and special community programs through Supplemental Programs and Services (SPS). Provide centralized registration and training through SPS, to include teen baby-sitting and volunteer training. Furnish hot meals at least twice a day plus snacks. Sponsor a program to support the morale of parents by providing a comprehensive, year-round activities program that offers developmental activity schedules that are based on the children's age and developmental level. Plan daily programs for all ages of children, regardless of the time in care. *NOTE:* Programs include full day, hourly care, part day preschool, toddler time, and outreach programs, such as Romp 'N Stomp.

Provide off-site and on-site activities through a youth center which offers programs for young people in grades 1-12, to include a game room, dance studio, craft and activity room, snack bar area, gym and basketball court. (Off-site programs include scheduled day camps with field trips as well as before and after school programs.) Offer classes which could include piano, guitar, karate, gymnastics and tumbling, ballet, jazz dance, and drafts.

Establish a sports program that could include baseball, softball, basketball, volleyball, soccer, wrestling, track, swimming, football, and cheer leading.

Provide employment, computer and homework tutoring, and outreach services.

Provide structured activities to youth (grades K-6) which support the health, interpersonal, knowledge, reasoning, creative, vocational and self-awareness skills necessary to be successful in today's world. *NOTE:* Program includes before and after school care, full day, vacation, and summer camp activities. Activities may include recreational games, sports, instruction, arts and crafts, free choice play, and outdoor activities.

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FRA, Child and Youth Services, 384-2031

Basis for reimbursement:

Reimbursable; individual user fees

Directorate of Community Activities

EDUCATION SERVICES

SUPPLIER WILL: Provide career counseling for all military personnel, their adult family members, Department of the Army civilians, and other personnel authorized under AR 621-5. Ensure all personnel are aware of entitlements, programs, and services available. Provide educational information. Discuss career options. Assist in planning personal and professional education goals. Provide other information and assistance as required.

Plan, process, organize, and control facilities, supplies, and equipment required to support individual and group training/education. Forecast training and education requirements. Inform personnel of available military education opportunities (through on/off post civilian institutions), tuition assistance, commissioning programs, professional military education programs, and other programs enumerated in AR 621-5. Advise personnel on education services provided through other activities and agencies. Advise individuals on military education goals. Research and advise individuals concerning their past education records. Evaluate and secure credit for military experience and other non-traditional forms of credit. Complete tuition assistance and VA forms. Affiliate with a Service Members Opportunity College (SOC). Assist applicants in enrolling in distance learning courses or degree programs. Prepare local college registration applications, financial aid, transcript requests, and other related services. Brief in-coming personnel on available education programs and services. Brief out-going personnel on VA benefits.

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FRA, Education Officer, 384-0970

Basis for reimbursement:

Reimbursable; tuition and/or user fees

Directorate of Community Activities

MORALE, WELFARE, AND RECREATION ACTIVITIES

SUPPLIER WILL: Provide access to recreational facilities which could include a gymnasium or a fitness center. Provide an athletic department that offers year-round team sports. **NOTE:** If possible, the fitness center should be equipped with a nautilus room, free-weights and exercise rooms, dry saunas, steam rooms, showers, volleyball, basketball, exercise bicycles, rowing machines, racquetball courts, and a pool. Outdoor programs could include golf, softball, tennis, soccer, and flag football.

Provide access to low-cost 'rental equipment, to include basketballs, softballs, badminton, volleyball and horseshoe equipment, pop-up and utility campers, tents, sleeping bags, stoves, lanterns, coolers, back packs, and other camping essentials.

Make available special adventure outings and tours open to all installation personnel.

Provide access to recreational and 131eral reference library services.

Provide access to a Ticket and Tour Center that offers discount tickets. **NOTE:** Tickets could include skiing, lodging, sporting events, dining, tourist attractions, exhibitions, live theater, movies, concerts, and special events.

Furnish brochures, maps, guides, and information on tourist areas, parks, bus, train and airline schedules.

Provide access to art and craft equipment, classes, and discount supplies for craft activities such as ceramics, woodworking, framing, needlework, airbrushing, drawing, oil and watercolor painting, and other activities. Provide automotive instruction and machinery to assist in repairs.

Provide access to facilities which could include a golf course, skeet/trap range and a bowling center. Maintain a listing of available entertainment facilities, community and recreational clubs; campgrounds and marinas, including locations, membership requirements and fees. {

Provide vehicle and trailer storage for military personnel assigned and residing on U.S. Army Alaska installations if available.

RECEIVER WILL: Comply with Supplier's regulations and directives.

POC: FWA, CRD, 353-7311

Basis for reimbursement:

Reimbursable; individual user fees

Directorate of Community Activities

SUBSTANCE ABUSE PROGRAM

SUPPLIER WILL: Make available drug and alcohol abuse counselors to authorized personnel for discussion, guidance, and assistance. Operate substance abuse program IAW AR 600-85 with US Army Alaska and USARPAC supplements. Identify substance abusers. Provide nonresident counseling, and drug education. Preserve the health of employees by providing appropriate counseling.

NOTE 1: This service is available to all active duty and retired military personnel, their family members, and HQDA and DoD civilians, both appropriated and non-appropriated fund.

NOTE 2: The requirement for certification of DoD alcohol and drug abuse counselors shall include sufficient knowledge and skills relating to the core tasks required of rehabilitative personnel followed by an instructional course pertaining to substance abuse. Counseling shall be IAW DoDI 1010.6.

NOTE 3: It is the Department of Defense policy to discipline and/or discharge drug traffickers and those alcohol and drug abusers who cannot or will not be rehabilitated, IAW appropriate laws, regulations, and instructions. USARAK will coordinate disciplinary actions through the Receiver.

RECEIVER WILL: Comply with all regulations and Supplier's policies in support of the Alcohol and Drug Abuse Prevention and Control Program and Rehabilitation.

POC: E'WA, ADAPACP, 353-1377

Basis for reimbursement:
Non-reimbursable

Directorate of Community Activities

TECHNICAL AND LEGAL LIBRARIES

SUPPLIER WILL: Provide a Technical Information Center containing reference and research material. *NOTE:* This includes such items as Army Publications, Department of Defense Publications, Codes of Federal Regulations, and Federal Acquisition Regulations.

Make available government documents, technical reports, Department of Defense publications, books, periodicals, and other printed material. *NOTE:* If an office requires repeated use or access to a specific material, the technical information center can purchase the material. Once purchased, the Supplier will charge the Receiver for the cost of the material, then permanently loan the material to the Receiver.

Purchase and maintain publications that are used in the accomplishment of the Receiver's mission requirements.

RECEIVER WILL: Maintain publications in current and usable condition.

Request special purchases during normal business hours.

Comply with Supplier's regulations and directives.

POC: FWA, 353-7297

Basis for reimbursement:

Reimbursable, special purchases unique to Receiver requirements

Directorate of Community Activities

TRANSIENT LODGING SERVICES

SUPPLIER WILL: Provide temporary duty lodging for authorized Receiver personnel when in official travel status. Provide off-post lodging referral service if on-post lodging is not available for dates required.

Submit, if required, a DD Form 139 (Pay Adjustment Authorization) to the Receiver's Finance and Accounting Office for collection of any unpaid lodging charges. **NOTE:** This process directly charges a debtor's pay account, and only applies to military service members.

RECEIVER WILL: Call Billeting Branch at applicable military post for reservations. Ensure that Receiver personnel provide a copy of their TDY orders and a valid ID card upon arrival. Ensure that availability or non-availability of Government quarters is cited on TDY orders. Make hotel accommodations if government quarters are not available. **NOTE:** Reimbursement is required on an individual cash basis for Government quarters provided.

Ensure appropriate deductions are made from military pay for any unpaid debt accrued while residing on Forts Richardson or Wainwright.

Ensure residents of Forts Richardson and Wainwright are subject to applicable post policies, AR 210-50, USARPAC and US Army Alaska Policies and supplements or changes thereto. **NOTE:** The USARAK Commanding General has legal jurisdiction over any Receiver personnel at any time they are physically present on the installation.

POC: FRA, Billeting Office, 384-0436
FWA, 353-7726
FGA, 873-3109

Basis for reimbursement:

Reimbursable, individual cash basis for guest housing or transient accommodations

Directorate of Contracting

PURCHASING AND CONTRACTING SERVICES

SUPPLIER WILL: Provide contract and contract administration services upon receipt of an acceptable requirements package, i.e. "Purchase Request and Commitment" (PRC), "Performance Work Statement" (PWS), etc.

Ensure that all contracts meet requirements of law, executive orders, regulations, and other applicable procedures, including clearances and approvals.

Review, evaluate, negotiate, award, administer and determine cost/payment of contractual transactions as required.

RECEIVER WILL: Submit funded DA Form 3953 Purchase Request and Commitment (PRC) and required documents (PWS, technical exhibits, etc.) IAW USARAK Regulation 715-1 and changes thereto.

Comply with Supplier's regulations and directives.

POC: FRA, Procurement Analyst, 384-7358

Basis for reimbursement:

Reimbursable only for direct incremental costs attributable to the Receiver, i.e. overtime, over-hire, supplies, etc.

Equal Employment Opportunity Office

EQUAL EMPLOYMENT OPPORTUNITY (EEO) SERVICES

SUPPLIER WILL: Provide necessary EEO services, to include counseling, complaint processing, technical assistance, and training to civilian personnel.

Provide notification regarding meetings of EEO Special Emphasis Program Committee sessions and other EEO sponsored meetings.

RECEIVER WILL: Promote and adhere to all EEO policies established by the Supplier.

Comply with AR 690 series, local policies and procedures, and all other applicable statutes, rules, and regulations.

POC: FRA, EEO, 384-2080/2109/2034
FWA, 353-9063

Basis for reimbursement:

Reimbursable; direct incremental costs attributable to the Receiver, i.e. overtime, over-hire, supplies, etc.

Safety

SAFETY AND OCCUPATIONAL HEALTH

SUPPLIER WILL: Administer a safety program that results in safe facilities, work areas, equipment, and work procedures. **NOTE:** This program consists of inspections, publication of periodicals, creation of audiovisual products, conducting safety meetings and briefings, analysis of accidents, and providing feedback to supervisors and personnel.

Provide an occupational safety program for on post Receiver personnel. **NOTE:** This includes determination and application of standards and regulations, identification of hazards, hazard abatement, procedural and personnel actions.

Establish, maintain, and control a safety program IAW the Safety and Occupational Health Policy set forth in Department of Defense Directive 1000.3, Department of Defense Instruction 6055.1, and AR 385-10.

RECEIVER WILL: Comply with Federal, State, and local safety/health standards such as to provide a workplace free from recognized hazards that may cause death or serious physical harm to employees.

Ensure that employees comply with standards, rules, regulations, and orders applicable to their own actions and conduct. Comply with the Supplier's regulations and directives.

POC: FRA, Safety Office, 384-2329
EWA, 353-7412

Basis for reimbursement:

Non-reimbursable; on post inspections

Reimbursable; ~~off~~ post inspections, based on square footage, to include travel and per diem costs

Staff Judge Advocate

ADMINISTRATIVE AND CIVIL LAW

SUPPLIER WILL: Provide advice on matters pertaining to property utilization, environmental issues, procurement and contracting, and personnel matters.

Provide services within established legal standards and guidelines which are equal to those provided the Supplier's own personnel.

RECEIVER WILL: Comply with applicable regulations and directives.

POC: FRA, SJA, 384-0420/0400

Basis for reimbursement:

Non-reimbursable

COST CALCULATIONS

Category: Environmental Cleanup

Account: 131056.83

Reimbursable for actual cost of clean up of spills per incident.

TOTAL ESTIMATED COST: \$ _____

Category: Environmental Compliance

Account: 131056.12 (Training)

131056.15 (Hazardous Waste Disposal)

Reimbursable for actual cost for training \$ _____

Reimbursable for actual cost for hazardous waster disposal \$ _____

TOTAL ESTIMATED COST: \$ _____

Category: Facility Construction and Major Repair

Account: 132076.L

Reimbursable for actual cost of work request. All mission unique minor construction is also included as reimbursable.

TOTAL COST: \$ _____

Category: Facility Maintenance and Minor Repair

Account: 132078.K3 (Grounds)

131079.M5 (Snow Removal)

Reimbursable for actual cost of work requested.

TOTAL COST: \$ _____

Category: Entomology

Account: 131079.M3

Reimbursable for actual cost of each work request.

TOTAL ESTIMATED COST: \$ _____

Category: Refuse Collection and Disposal

Account: 131079.M2

For 1 dumpster serviced 1 time each week at FWA:

8 cubic yards x \$7.0496 per cubic yard = \$56.397 per week x 52 weeks a year = \$2,932.64

(Reimbursement based on actual cost per refuse contract.)

TOTAL COST: \$ 2,933.00

Category: Utilities

Fort Richardson - Building 3491:

ELECT: FY 99 factor of \$0.8678 per gross square foot (4,004) = \$ 3,474.67

STEAM: FY 99 factor of \$1.2995 per gross square foot (4,004) = \$ 5,203.20

WATER: FY 99 factor of \$0.0629 per gross square foot (4,004) = \$ 251.85

SEWAGE: FY 99 factor of \$0.1463 per gross square foot (4,004) = \$ 585.79

Reimbursable based on gross square footage.

TOTAL COST: \$ 9,516.00

COST CALCULATIONS
(continued)

Category: Fire Protection

Account: 131079.M1

Recharging fire extinguisher is normally non-reimbursable. However, a charge will be incurred when fire extinguishers have been maliciously discharged. Charges are as follows per piece:

10	lb	ABC Dry Chemical Fire Extinguishers:	Recharge	\$10.00
			Air	1.25
			Hydro Test	10.00
			Gauges	3.00
5	lb	ABC Dry Chemical Fire Extinguishers:	Recharge	\$ 5.00
			Air	1.25
			Hydro Test	10.00
			Gauges:	3.00
5	lb	Purple K Chemical Fire Extinguishers:	Recharge	\$ 5.00
			Air	1.25
			Hydro Test	10.00
			Gauges:	3.00
20	lb	ABC Dry Chemical Fire Extinguishers:	Recharge	\$ 5.00
			Air	1.25
			Hydro Test	10.00
			Gauges:	3.00

Note 1: Perform hydro test if extinguisher is over 6/12 years old; b. Replace gauges if broken; c. Six year inspection will require fee payment; d. Twelve year inspection on air cylinders and cart foam extinguishers will require a fee.

Note 2: All existing fire extinguishers which are 6 years old must be taken to the DPW, discharged, inspected internally and recharged.

Reimbursable based on actual cost of misuse of fire extinguishers. (

TOTAL COST: \$ _____

ENVIRONMENTAL INSTITUTIONAL CONTROL

Fort Wainwright (FWA) and Fort Richardson (FRA) have been identified on the U.S. Environmental Protection Agency's National Priorities List as a Comprehensive Environmental Response, Compensation, Liability Act (CERCLA) or "Superfund Sites" as enacted by Public Law 42 United States Code (USC) 1901 et seq. and defined by Title 40 of the Code of Federal Regulations (CFR), Part 300 et seq. All contiguous and non-contiguous acreage (Approx. 915,000 Acres at FWA and Approx 62,000 Acres at FRA), are included in this designation and are being remediated under the DOD Defense Environmental Restoration Program (DERP). In addition, Fort Greely has been included in the Department of Defense (DOD) Base Realignment and Closure (BRAC) Program and in accordance with DOD policy, is being cleaned-up under the DERP.

In accordance with CERCLA, all known source areas of contamination on these installations have been or are currently under investigation to determine the type and extent of contamination. The acreage addressed in this document contains numerous source areas of known contamination, however, due to the nature and type of training conducted, there is a potential for unidentified contamination to exist within the corridors selected. Historical records indicate that the area now known as the Tanana Flats Training Area was part of an aircraft bombing and gunnery range. This opens the potential for contamination by unexploded ordnance (UXO). Prior to 1986, it was not uncommon for units to leave damaged equipment or empty and partially full drums of petroleum based products, i.e. fuels and lubricants, or chlorinated compounds i.e. solvents, pesticides, and clearing compounds in the training areas. The drums and damaged equipment were seldom retrieved from the field.

For this reason, all work involving the modification of facilities or excavation of any kind shall be coordinated via the USARAK "Work Clearance Permit" a minimum of 5 working days prior to mobilization to the site. Coordination requirements are outlined on the permit.

In addition, if soil or groundwater must be removed from the work site, it shall be containerized in United Nations approved, Performance Oriented Packaging (UN/POP) containers as specified in 49 CFR 178.500, Specifications and Maintenance of Packaging, labeled as non-regulated waste, sampled and analyzed for potential contamination, and moved to an approved storage area. The area shall be approved by the Fort Wainwright Range Control and Public Works Environmental Office prior to usage. **NOTE:** Soil and groundwater shall not be removed from any part of the installation without written authorization from a duly appointed USARAK representative. {

If contaminated soils, drums, unexploded ordnance or unusual debris are found on or around the work site, the agency shall stop work immediately and notify the Fort Wainwright Range Control Officer and Public Works Environmental Office. Work at this site will be suspended until the area is cleared by Range Control. For this reason, contractors shall maintain communication with Range Control via two-way radios or portable telecommunication equipment while working in the training area. Purchase or rental of such equipment shall be the responsibility of the contractor conducting the work. The Agency shall coordinate all phases of construction with the Range Control Officer.